

***TOWN OF NEWFIELDS BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, OCTOBER 14, 2008***

The meeting was called to order at 6:27pm. Selectmen present were: Rosanne Gilbert, Michael Woodworth, and Wes Moore. Sue McKinnon was also present.

Wes reported that he spoke with Richard Bond of the Rockingham County Conservation District about wetlands setback from the Squamscott River. The Town setback is 100 feet and the State Shoreline Protective Act protects up to 250 feet. The entire site of map 102-51 is within the State of New Hampshire Shoreline Protection Act and permits are required from the State for any changes.

The renewal contract with Brett S. Purvis and Associates increased 12% over last year. The Selectmen questioned the increase when the CPI increased 5%.

Sue McKinnon attended the Town Clerk Conference last week and was sworn in as second vice-president. The Selectmen congratulated Sue on this honor. Town Clerks were asked to publish their voting machine testing dates and times. The Selectmen are being asked to take an on-line voter certification test between now and November 4<sup>th</sup>. Michael Woodworth volunteered to take the test. Sue advised that the Attorney General will be inspecting polling places and that a Selectmen needs to be present at all times while the polls are open. For the first time in 120 years, there will be no straight ticket voting.

Sue is still working with ADS/Tyler Technology on the reconciliation.

Checks were signed.

The MS5 was received from the auditors and was signed by the Selectmen. It will be forwarded to the State. The tax rate cannot be set until the ERSCD financials are submitted.

Next spring a new pipe will be going in on Hemlock Court to the well. Thursday, October 16<sup>th</sup>, surveyors will be working for the Water and Sewer Department on their Hemlock Court easement and wells 2, 4, and 6.

Wes will speak to the property owner of Map 202 Lot 37 about parking in the easement area. The area needs to be kept clear in the event emergency vehicles need to access the area.

Correspondence from the NH Department of Environmental Services was reviewed.

Correspondence from the NH Department of Safety was reviewed and will be given to the Police Chief. He will be asked to report back to the Selectmen in November.

The Town's insurance coverage on buildings and vehicles will be expiring soon and the Selectmen ask that Primex send a representative out to give us updated building values.

Seabrook Station will be testing the sirens on Saturday, October 25<sup>th</sup> at 12:30pm. It is only a test.

Correspondence from the Local Government Center was reviewed.

The new Personnel Policy Manual will be distributed to all full-time and part-time town employees and volunteers.

The company that installed the new thermostats in the Town Hall will be contacted to fix the one in the back room so that it may deliver heat.

The Board of Selectmen look forward to having the Fire Station fire alarm siren back in working order.

Michael made a motion to accept the minutes of the October 7, 2008 Selectmen's meeting as amended. Rosanne seconded the motion and the motion passed with all in favor.

Michael updated the Selectmen on his research on leasing a town building. A Warrant Article is needed in order to lease a town building for a year or more. Non-profits do not have to pay property taxes on leased town buildings.

Rosanne brought in some sample employee evaluation forms. The Selectmen chose one of the forms for future employee reviews.

At 7:37pm Michael made a motion to adjourn the meeting. Rosanne seconded the motion and the motion passed with all in favor.

Respectfully submitted,

Nancy J. Spencer  
Administrative Assistant